



National Aeronautics and
Space Administration
Washington, DC 20546

Procurement Notice

PN 04-06
September 6, 2005

DEFINITIONS

BACKGROUND: This PN revises the NASA FAR Supplement (NFS) to amend the definition of “Contracting activity” and “Head of the contracting activity (HCA)” consistent with the mission of the NASA Shared Services Center (NSSC) which is to provide selected services in support of Human Resources, Procurement, Financial Management and Information Technology operations across the Agency.

On May 13, 2005, the Assistant Administrator for Procurement approved a deviation to NFS 1802.101 to designate the Executive Director for the NSSC as head of the contracting activity in lieu of the Center Director(s) for all contracts that directly support the NSSC. This PN implements this deviation.

ACQUISITIONS AFFECTED BY CHANGES: All contracts that directly support the NSSC.

ACTION REQUIRED BY CONTRACTING OFFICERS: Comply with the revised definition of “Contracting activity” and “Head of the contracting activity (HCA)” whenever this is referred to in the FAR and NFS.

CLAUSE CHANGES: This PN makes no changes to clauses and provisions.

PARTS AFFECTED: Changes are made in Part 1802.

REPLACEMENT PAGES: You may use the enclosed pages to replace Part 1802 of the NFS.

TYPE OF RULE AND PUBLICATION DATE: The PN was published as a final rule in the Federal Register (70 FR 52940 - 52941) on September 6, 2005.

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//s//

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Enclosure

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PART 1802
DEFINITIONS OF WORDS AND TERMS

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PART 1802
DEFINITIONS OF WORDS AND TERMS

1802.000 Scope of part.

Commonly used words and terms are defined in FAR Subpart 2.1. This Part 1802 gives NASA-specific meanings for some of these words and terms and defines other words and terms commonly used in the NASA acquisition process.

Subpart 1802.1--Definitions

1802.101 Definitions.

“**Administrator**” means the Administrator or Deputy Administrator of NASA.

“**Senior Procurement Executive**” means the Assistant Administrator or Deputy Assistant Administrator for Procurement, Office of Procurement, NASA Headquarters (Code H).

“**Contracting activity**” in NASA includes the NASA Headquarters installation, the NASA Shared Services Center, and the following field installations: Ames Research Center, Dryden Flight Research Center, Glenn Research Center at Lewis Field, Goddard Space Flight Center, Johnson Space Center, Kennedy Space Center, Langley Research Center, Marshall Space Flight Center and Stennis Space Center. A major program that may have contracts at multiple field centers may also be considered a “contracting activity.”

“**Head of the agency**” or “**agency head**” means the Administrator or Deputy Administrator of NASA.

“**Head of the contracting activity (HCA)**” means, for field installations, the Director or other head and, for NASA Headquarters, the Assistant Administrator for Management Systems. For International Space Station (ISS) and Space Shuttle Program contracts, the HCA is the Headquarters Deputy Associate Administrator for ISS and Shuttle Programs in lieu of the field Center Director(s). For Exploration Systems Mission Directorate (ESMD) contracts, the HCA is the Associate Administrator for ESMD in lieu of the field Center Director(s). For NASA Shared Services Center (NSSC) contracts, the HCA is the Executive Director of the NSSC in lieu of the field Center Director(s).

“**Procurement officer**” means the chief of the contracting office, as defined in FAR 2.101.

“**NASA Acquisition Internet Service (NAIS)**” means the Internet service (URL: <http://procurement.nasa.gov>) NASA uses to broadcast its business opportunities, procurement regulations, and associated information.